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# SOME CRITERIA FOR A NEW UNIVERSITY LIBRARY

Carl S. Stroven

The University of Hawaii, after twenty-six years, has outgrown its present library building. With over 220,000 catalogued volumes and nearly half a million uncatalogued but available items, the bookshelves are now filled beyond efficient working capacity; and there are study facilities for only one student in fifteen. Moreover, the present building is incapable of being modified or expanded to take care of present needs or future growth, or to adjust to the changing methods of education and library use. Thus, even though there is no assurance that a new building can soon be built, we must of necessity begin to plan for one and work to make it materialize as soon as possible.

In making preliminary plans for the new library, consideration must be given to new concepts that have influenced university library building since the war. The architectural character of university libraries is undergoing a radical change--as is illustrated in such new libraries as those of Washington State College, the University of Iowa, Massachusetts Institute of Technology, the University of Wisconsin, and many smaller institutions. These new buildings are modern and unpretentious in design, with little ornamentation. No space is wasted on formal, high-ceilinged lobbies or monumental, aspiring reading rooms. The trend is toward buildings that are strictly functional, economical to build and operate, inviting to enter and work in, and that take full advantage of modern lighting and ventilating equipment.

Another change is in the concept of the interiors. Instead of having interiors with fixed functions--i.e., instead of a stack well and permanent reading rooms, work rooms, and seminars with weight-bearing walls to divide them--the modern university library adopts the concept of "modular construction," in which the interior can be rearranged to meet the changing needs of the library. Flexibility is the keynote. Ceilings are of uniform height throughout, rooms are partitioned by book cases or temporary walls, and all stacks are free-standing. In such a building, for example, what is planned originally as stack area may at any later time be turned into reading area, or reading area into stack area, since no permanent walls divide the two and since the ceiling height is the same. Thus, one librarian's ideas are not preserved in steel and concrete to frustrate the ideas or needs of his successors. If a "modular" library is planned and located so that the building can be increased in size, it need never become obsolete.

These modern structural concepts, with functionalism and flexibility as the essential elements, are fundamental in the planning of a library building for the University. Other developments of recent years should be incorporated also. Provision must be must for audio-visual functions, which are becoming increasingly important as supplementing the media of print in the learning process and which should not be forced to develop separate from the library. These include listening rooms where individuals and small groups can use recorded music, poetry, lectures, etc.; and viewing rooms for the use of slides and educational films. There should be a map room adequate for the library's growing collection of maps on all parts of the world. To meet the needs of research and scholarship there will be, of course, space and facilities for microfilm and microprint. To provide semi-privacy for graduate students and faculty who are engaged in research, there should be at least 200 carrells located throughout the stack area; and in this area also would be soundproof rooms for the use of typewriters. A room is needed also for the proper care of rare books, which in a university library have a scholarly and educational function besides that of exhibition.

UNIVERSITY OF MICHIGAN
GENERAL LIBRARY

In the main reading areas the "divisional plan" should be followed as closely as seems practicable. That is, instead of reading rooms that function according to type of reading materials--as reference room, periodical room, government documents room--they function according to broad subject divisions, with a humanities reading room, a social science reading room, and a science and technology reading room. In and adjacent to each of these rooms are shelved most of the books and periodicals that relate to its disciplines. With the "divisional plan" it is possible, even in a large library, to maintain the open-stack principle, except for rare, expensive, or seldom used books and periodical files. The reference librarians in charge of the rooms have the opportunity of becoming subject specialists, instead of having to accept all knowledge as their province. Although the problems of library management are greatly increased by this plan, it affords incalculable advantages to undergraduate students and their instructors and greatly facilitates the process of "teaching with books."

A word should be added about the size of the library. Considering the probable growth of the student body, we should plan the building for the use of 6000 students and 500 faculty. It should accommodate at least 1200 readers at one time. It should have stack area for 750,000 volumes, for calculations indicate that this will be the book stock of the library in about thirty years. This will require a large building, one with a floor area of 130,000 square feet. Also it will be an expensive building, and when the money can be provided no one knows. Yet, we believe that we should begin to develop the plans now, for the need for a new building is urgent and will one day have to be met.

A modern university library, with its many uses and exacting users, is an exceedingly complex structure. It can not be planned simply by an architect and a librarian working together. Before even a preliminary plan can be drawn up, the best modern university libraries must be studied for both function and structure, and library building consultants must visit our campus, survey our requirements, and prepare recommendations. In the process of adapting principles to local needs and trying to settle controversial problems, the library staff, the library committee, the administration, and the entire faculty will contribute ideas and criticism--for they are all collaborators. This will take the time, and work, and patience of many people; but it will also help to make a well-planned university library.

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## HLA FALL MEETING

On November 3, 1951 the fall meeting of the Hawaii library association was held at the YWCA. Following the luncheon served in the Community room a short general business meeting was held. Miss Euphie Shields, president, expressed appreciation for the large attendance of approximately 80 members and guests. A report on the ALA convention was made by Miss Sue Starr, delegate from HLA. Delcote, a new mending material, was demonstrated by Miss Marion McDermott. Miss Joyce Wright made a motion that HLA board write a letter to the Research Associates offering to meet with that group to confer on library classification questions if they desired. Miss Carolyn Crawford suggested that HLA board write a letter to "Time" in one more effort to obtain the Mainland edition for Hawaii libraries.

Only two sectional meetings were held this year as the Hawaiiana and Reference sections met together. Miss Virginia Crozier, chairman of the Reference section presented Mr. E.L.R. Bilodeau and Mr. W.B. Turner from the Honolulu office of the U.S. Department of Labor who presented a very interesting program in the form of a panel discussion. Mr. Bilodeau gave a very interesting resume of the history of the U.S. Department of Labor in general and of the Hawaiian office in particular. He outlined the local organization, its activities, and some of its proposals for future activity. Mr. Turner discussed a statistical project which the Department is now carrying on noting some of the problems confronting such a project.

The Children's section under the chairmanship of Mrs. Ruth Fung presented a panel also. The topic was "A child's reading as seen through three aspects: the home, the school and the public library". Mrs. Lucille Smith King, a mother a former librarian, presented the aspect of the home. Mrs. Ann Pfaender, librarian at Iolani school, presented the school aspect while the public library aspect was presented by Mrs. Katherine McDole, librarian of the Kaimuki branch of the Library of Hawaii. The large group attending the meeting found it very interesting and instructive.

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## TERRITORIAL CIVIL SERVICE RECLASSIFICATION

Joyce Wright

At a dinner meeting of the American Society for Public Administration on January 29, Mr. Robert G. Dodge, chairman of the Salary Standardization Board, and Miss Carmel Feldman, a classification technician for Research Associates, spoke on the territorial civil service reclassification now under way.

Mr. Dodge described the general background and over-all policy of his Board, emphasizing the number and varied nature of its responsibilities as set down in the law which created it. He pointed out that around 12,000 positions must first be classified, then allocated to grades within a salary schedule already established by the Legislature. A wage survey is involved, since the Board must report to the Legislature those positions which are paid amounts higher or lower than their equivalents in private industry; an analysis of the efficiency rating system is required; a study of the place of perquisites in determining salaries; and a study of extra-hazardous occupations. Certainly a large order for one board.

Of special interest to those librarians who are civil service employees is the news that the Board hopes to have ready tentative allocations of positions by April 30, to become final as of July 1. An official appeal period, for those dissatisfied with the results, follows the effective date of the new schedule but there will also be an unofficial appeal period between April 30 and July 1, so that objections to allocations may be presented before they become effective.

In order to reduce the possible number of appeals at that time, and to more fairly and intelligently allocate positions, the Board will observe certain procedures. These will be on both an employment group and a departmental basis. As I understand it, before the tentative allocation is made for any employment group--e.g. office workers, food handlers, custodians--the Board will ask the advice of a small employee committee, made up of members suggested by the classification technician who has done the work for that employment group. It will go over the technician's work in an advisory capacity, examining the number of classes, wording of class specifications, etc. Thus the Board obtains the view of members of the particular labor group and of the technician. The Board plans also to call upon the advice of small departmental committees composed of at least one person in a subordinate and one in an administrative position. In this way a cross check is obtained --by labor group and by territorial department. At this point, as far as librarians are concerned, the Library of Hawaii and the county systems have a fortunate advantage. They are in themselves departments, while the University Library is only one small part of a very large and heterogeneous department.

Miss Feldman described the methods used by the technician, hired by Research Associates, to do a given labor group. Technicians are selected for their previous experience of that particular type of employment but, where there are only a few positions of similar kind, one technician may handle several different groups. No doubt this will be the case with library positions.

The speaker assured her audience that all the job descriptions prepared by Territorial employees are read. This should be some satisfaction in view of the time involved and the storm and stress they caused last Fall. From them, new class specifications will be drawn up. Where positions do not appear to fall in line with the rest in their class, the technician will make an on-the-spot check of that job. Miss Feldman explained that some of the factors used as yardsticks are: initiative required, complexity, judgment, social skill, degree of responsibility for mistakes, education and training. The technician is concerned with the duties only, not hazards, isolation, efficiency, seniority, or hours. In a final word she urged us to remember that the Board, not the technician, is responsible for that vital matter--salary allocation.

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## HONOLULU ACADEMY OF ARTS LIBRARY

Marion Morse

The Honolulu Acdemy of Arts will complete its 25th year this April. It was founded and endowed by Mrs. Charles Montague Cooke, Senior, who had been for years a discriminating collector of Oriental, American and European art. She commissioned Bertram Goodhue of New York to be the architect and gave the block mauka of Thomas Square where she had had her home for many years, for the site.

The opening took place April 8th, 1927. Thousands of people came to see the galleries and their treasures. The galleries are built around three open courts, the Oriental and Occidental courts being connected by the Central or Hawaiian Court. The planting of the courts and the gardens in back of the building have always been an attractive feature, as well as the plants and flower arrangements inside.

The Education Wing was built in back of the Oriental Court in 1931. Here the creative art work and classes for school children are centered. Since 1949 it has also housed the office and studios of the Honolulu Academy School of Art.

The library of the academy is in the mauka Waikiki corner of the building. It was started by Mrs. Cooke's gift of 514 books, chiefly on Oriental art and has now grown to a collection of about 9,600 books on subjects relating to the arts of the world. 4,398 of the books have been gifts. The others are purchases from an appropriation granted by the academy, or are bound magazines. The books are selected to provide necessary authorities to be used in studying the objects in the academy collections, and to build up a working library for art scholars and amateurs.

From its beginning the library has subscribed to the most important art magazines of Asia, Europe and the United States. These are included in the Union List of Serials in Libraries of Honolulu.

The books and magazines are available for reference to anyone who comes to the reading room. It was not until 1932 that certain ones were allowed to be borrowed by members of the Honolulu Art Society, now called Members of the Honolulu Academy of Arts. The reading room is open at the same time as the rest of the building, Tuesday to Saturday from 10:00 a.m. to 4:30 p.m., Sunday from 3:00 to 6:00 p.m. Thursday is the only evening opening from 7:00 to 9:30. Monday is the closed day.

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## GOVERNMENT DOCUMENTS COLLECTION
## UNIVERSITY OF HAWAII LIBRARY

Agnes Conrad

The word seems to have got around that the University Library's Government Documents Collection is the best place to find the latest Census Bureau publications. Requests for their statistics on population and commerce form the bulk of telephone inquiries, and all of the Bureau's press releases have to be retained to answer questions varying from the population of Guam to the imports of papain. With over 250,000 items in the Documents Collection, it can answer these and many more questions. As the only large collection of federal documents in the Territory, it may be called upon to produce the Congressional report on a law to help in interpreting it, the original version of a World War II allocation order, or figures on the yearly production of horseradish.

The library does not have the space to be a complete depository for federal publications, but receives 875 types of items out of a possible 1200. It is also a member of the Documents Expediting Project and on the mailing list of many federal agencies and all of the state agriculture experiment stations. Besides the material that is received from these sources, the Documents Librarian checks at least 15 lists each month for additional titles to be requested. With so much free material available for the asking, the matter of a budget for books is of no concern, but the matter of space is vital. For this reason, the question of what not to request can be a major problem.

Set up about 1908 as a depository library, the early emphasis was on Department of Agriculture and state experiment station publications. This early interest is still evident from the fact that the most complete early files are those of the Department of Agriculture. Books stamped "Supreme Court Library", "Property of the Hawaiian Government", "J. K. Kalanianaole" and "Hawaii Agricultural Experiment Station" indicate the source of some of the gifts that have filled in back files. One of the most serious gaps in the collection is in the Congressional serial set, containing the reports made to and by Congress, as well as many miscellaneous documents. The set is almost complete from 1908 on, has very few volumes before 1850 and many missing for the years between. During the past year, over 800 volumes were purchased from the U. S. Book Exchange to help fill in, but many more are needed.

Starting with the present session of Congress, the library is receiving copies of all public bills introduced. With thousands of them printed and revised and reprinted during each session, it represents a great deal of paper to sort and shelve. However, since they are not available elsewhere in the Territory, it has been decided to take them for awhile to see if there is any demand.

The material in the collection is not listed in the main catalog of the University Library. It is arranged by issuing office, according to the Documents Office Classification Scheme. As this is the classification number given in the Monthly Catalog, the latter serves as a subject index to the collection. The library maintains only a checklist of serials and an author catalog for monographs.

While primarily a reference collection, most of the material circulates to faculty members, governmental agencies and on inter-library loan.

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## 100 YEARS IN HAWAII

Miss Bernice Judd, librarian of the Hawaiian Mission Children's Society, reports that the society will observe its centenary this year. Founded as a missionary and social organization by the sons and daughters of the missionaries of the American Protestant Mission to Hawaii, it is now carried on by their descendants. A special program is planned for the annual meeting on April 19. A history of the society is being prepared and will be issued later in the year.

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## EXPERIENCE IN A CIE CENTER IN JAPAN

Miss Naomi Fike, formerly librarian at Farrington High School, spent the past year working in CIE Centers in Japan. The Culture, Information and Education Centers are responsible for releasing all types of information by means of books, radio, theater, press or any other medium available. The Director of each Center must be a librarian and a U. S. citizen while the staff is recruited locally.

When the peace treaty is ratified by Congress, the State Department will become responsible for this service and the Centers will be called U. S. Information Service libraries as they now are in unoccupied countries such as India.

When Miss Fike left Japan there were 23 Centers covering most of the country. The Centers have been very popular and have been used extensively. When the translation program which has been started gets into full operation, a still greater public can be served. The Centers are primarily for the use of the Japanese people. To fulfill the demand the collections are strong in law, medicine and especially technology.

The cataloging for all Centers is done in Tokyo. Miss Fike's original assignment was cataloging. Later she was Acting Director of different Centers substituting for people on leave. In this way she was able to see much of the country and to meet several librarians who had formerly worked in Hawaii.

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## NEWS NOTES

Miss Doris Gates, a noted children's author and former children's librarian, was honored by the Children's section of HLA at a luncheon held at the YWCA on January 26. Following the luncheon Miss Gates gave a very interesting lecture telling something of her writing as well as of her work as literary consultant for Ginn and company. She visited schools throughout the Territory lecturing on the advantages of recreational reading in the school libraries.

The lead article of the April issue of the Hawaii Educational Review is written by Mrs. Ruth Powell, librarian at Kaiulani school. It is entitled: Creating a love for reading.

During the summer Mainland vacations were enjoyed by Mrs. Emma Wilson, librarian of the Hawaiian Pineapple Research Institute and Mrs. Jean Stevens of Hawaiian Pineapple Company Library. Both took time out to visit a library here and there.

PRIVATE SCHOOL LIBRARIES . . . . . Clarissa Halstead

A note of expectancy dominates news of private school libraries this spring.

Mid-Pacific Institute is looking forward to a new building in 1953 to be known as Damon Library. It will be in a separate building which will correspond in style with others on the new campus. There will be a large reading room, a work room and a staff room.

Mrs. Montgomery says Iolani School library will be in a new building by this time next year too. The school hopes to be moved onto its new campus by September 1953 and the new library is planned for a collection of 20,000 volumes with room for extension of resources.

Punahou Elementary library, one of the most recent new buildings in Honolulu, will be the setting for the meeting of the Elementary librarians on March 27. This building is representative of the latest in building plans.

Kamehameha Schools Preparatory Department has its hopes pinned on a new building in 1953. A whole new campus on the knoll just below the present School for Boys and Girls will be a-building soon. The library will accommodate the Kindergarten through 8th grade students.

Kamehameha School For Girls announces that a Charles E. King Memorial Room is being built adjoining the library. It is hoped that it will be ready for dedication at the spring open house at Kamehameha known as Hoolaulea. Fritz Albplanalp is carving furniture to be used in the room. There will also be turntables, earphones and a record collection as well as mementos of Charles E. King, Hawaiian composer and musician and Kamehameha alumnus.

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News at the University of Hawaii library is centered in a wedding and a trip to India. On December 26 Miss Chidori Ogawa, of the Circulation staff, and Mr. Elsie Reynolds were married. Miss Margaret Smith, in charge of the Teachers College library, has just returned from a three month trip to India. She visited Miss Jane Fairweather who formerly worked in Honolulu libraries. Miss Fairweather is now in charge of the United States Information Service Library in Calcutta. During her stay in India Miss Smith enjoyed many interesting side trips including one to the famous Taj Mahal. On her return brief stops were made in Bangkok and Hongkong with several days in Japan. Mrs. Gele Hamilton, formerly on our staff, substituted for Miss Smith during her absence.

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LIBRARY OF HAWAII . . . . . Violet Silverman

Miss Margaret Newman presented her resignation to the Library Board of Trustees in February, effective as of July 15, 1952. The library will not seem the same without Miss Newman, but after the heavy responsibilities she has carried so many years, it will seem wonderful to her to skip about the country without having to think about coming back to work.

Mr. William Meredith is giving an eight weeks course in Modern Poetry on Monday evenings in the library auditorium which is quite well attended. Mr. Jean Charlot is giving lectures on "Religion in Art" in the library for the Methodist and Congregational groups who asked the University for the course.

The library patio has gone Oriental in a big way. First we had an exhibit of paintings and sketches by a Korean boy, then one by a Japanese artist and now one by a Chinese artist, Pu Yu.

The Daughters of the American Revolution dedicated a plaque on February 21, 1952 to the civilians who lost their lives on December 7, 1941. The plaque was placed on the wall of the front lanai of the library.

The library lost two of its force and gained one since the last Journal. Mary Childs, whose husband is in the navy, joined him in November, 1951, and Harry Stanley who was to take over the Waialua library resigned to work at Pearl Harbor. Myra Tong, a graduate of the University of Illinois, returned to the Islands in February and is now in the Children's Division.

The new Waialua library opened for business February 7, 1952 with a great fanfare. The ladies of the community served refreshments and the Waialua high school band played while a large crowd of visitors wandered around the new library admiring the new books and modern building. It is a wonderful improvement over the back room in the post office building. Miss Cain, Miss Helmerick and Miss Starr are helping Mrs. Deacon until a new librarian is secured. A comparison of the circulation for Waialua for its first month in the new library with that of February 1951 tells its own story. In 1951 adult circulation was 427 and juvenile 16, while in 1952 adult circulation was 679 and juvenile 841. The need for library branches is apparent.

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HAWAII COUNTY LIBRARY . . . . . .

During the past few weeks the Woman's Club of Hilo has been sponsoring a series of motion pictures in the library lobby, free of charge. At first the response was only moderate but as the word spread the attendance gradually increased until finally the room has been filled with capacity audiences. There has evidently been a place for such entertainment here and we hope the good work will continue.

The battered old Japanese school building which has been housing our branch at Olaa since the war, is undergoing a process of renovation and for the past few weeks we have been occupying quarters in the school building. When the work is completed, we will have a new floor, fresh paint, and a roof that will keep out the rain. Although the room will still lack much that could be desired, we will be much more comfortable there until such time as we can secure an appropriation for a small building of our own in that locality.

Quite a number of our staff have been out with the current flu that has been going the rounds, but fortunately not all at the same time, so we have been able to carry on without having to call for help.

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MAUI COUNTY FREE LIBRARY . . . . . Ruth Itamura

The construction of the new addition to the main library is now completed, but we are still waiting for the furniture to arrive. Meanwhile, everyone is busy moving and rearranging books.

As if the new wing were not enough of a new look -- landscaping of the grounds in front of it has been started by the Maui Outdoor Circle under the supervision of Mrs. William Patterson. Various kinds of tropical foliage in green and white are being used.

Miss Gladys Trask, children's librarian, left us the end of February. She has no definite future plans. Mrs. Mary Ellen Lindley, not a stranger to us by any means, is helping temporarily as children's librarian. Mrs. Lindley was children's librarian at the Maui library from 1948-1949.

We have at last an assistant children's librarian. Miss Ann Hart, a graduate of Western Michigan College of Education arrived March 1. She was at the St. Clair County Library in Port Heron, Michigan, as children's librarian for the past two and one-half years. Miss Hart likes what little she has seen of the islands, and knows that she will like Maui.

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KAUAI PUBLIC LIBRARY . . . . . Ruth Koenig

The big event on Kauai this winter was the completion and publication of the guide book, KAUAI, HAWAII'S GARDEN ISLAND. Mrs. Thelma Hadley, co-editor of the guide book, put in many long hours with the Kauai Writers Group during its preparation. It has certainly helped fill a wide gap in the information available about Kauai.

In November Miss Joyce Paul joined the staff of the Kauai Public Library as children's librarian. Miss Paul, a native Californian, came to us from the Los Angeles Public Library where she had worked in several branches. She is a graduate of U.C.L.A. and the School of Library Science at Western Reserve University.

Miss Jeannette Roberts librarian at the Hanapepe branch library left the Territory the middle of December to accept a position as assistant children's librarian at the Flatbush Branch of the Brooklyn Public Library. She writes that it is a very busy branch with a circulation of over 10,000 juvenile books a month.

Mrs. Frank Dersham, the former Lucille Moore, returned to Kauai in January to take over the duties of branch librarian at Hanapepe. Many will remember Mrs. Dersham from a few years ago when she was extension librarian at Kauai Public Library. We certainly are glad to have her back.

Work has started on a branch library at Kapaa. So far the plans are only roughly on paper and it is uncertain when they will get on further but library service on Kauai is expanding rapidly.

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## Problems for the Reference Librarian

A student appeared at the Reference desk and asked to be shown the Encyclopedia of great American personalities. He did not know the author's name but the initials were D.A.B. Another student wanted the English book of the history of literature by Caimbridge. He was not sure of the title but the auther was correct. Rose's Sources was a real poser. After some discussion it turned out to be Roget's Theasaurus. Common synonyms for the Oxford English dictionary are Oxford entomological dictionary, New England dictionary, Oxford historical dictionary, Old English dictionary, "word bibliography".